



**MEMORANDUM**

**Transportation & Development - CC Memo No. 12-033**

**DATE:** MARCH 22, 2012

**TO:** MAYOR AND CITY COUNCIL

**THRU:** RICH DLUGAS, CITY MANAGER *RD*  
PATRICK MCDERMOTT, ASSISTANT CITY MANAGER *PM*  
R.J. ZEDER, TRANSPORTATION & DEVELOPMENT DIRECTOR *RJ*  
JEFF KURTZ, PLANNING ADMINISTRATOR *JK*  
KEVIN MAYO, PLANNING MANAGER *KM*

**FROM:** ERIK SWANSON, CITY PLANNER *ES*

**SUBJECT:** ZUP11-0031 STEPPING STONES PEDIATRIC THERAPY

**Request:** Use Permit extension approval to continue the operation of a commercial business in a residential home

**Location:** 1505 N. Alma School Road,  
North of the northeast corner of Alma School and Knox Roads

**Applicant:** Jonathan and Lindsay Cavner

**RECOMMENDATION**

The request is for Use Permit approval to continue the operation of a commercial business in a residential home within the Chandler Mobile Manor mobile home subdivision. Planning Commission and Staff, upon finding consistency with the General Plan and Residential Conversion Policy, recommend approval with conditions.

**BACKGROUND**

The subject site is located north of the northeast corner of Alma School and Knox Roads. North and east of the subject site are existing mobile homes. South, adjacent to the site is a gas station and convenience store. West, adjacent to the site is Alma School Road.

The 1,600 square foot building was built in 1972. The building provides two equal size suites, with Stepping Stones occupying the northern suite. On-site parking is provided by four spaces

on the north side of the home, and five spaces on the south side. The property fronts onto Alma School Road, while Calle Del Norte and the adjacent alley provide access to the parking areas.

The subject site has a history of allowing business operations consistent with the Residential Conversion Policy starting in 2003. The current property owner was granted a Use Permit in late 2010 to operate the in-house business portion of a therapeutic medical service that provides services to children ranging from newborns to 18 years. All therapeutic services are provided off-site at a separate location. The subject site will strictly be used for administrative operations only. Typical hours of operation are Monday through Friday from 7:30 a.m. to 5 p.m. The office manager and part-time schedule coordinator would primarily be at the site, with the occasional visit from a therapist to process paperwork. At most, four people would be at the site, and only temporarily.

The home has two suites; the northern suite will be occupied by the business. The property owners would like the option to rent out the southern suite to a small business if the opportunity arises. The business would need to comply with the requirements of the RCP, and have limited employees with no visitors coming to the site. Any future business desiring to occupy the southern suite would be required to obtain a Use Permit. No plans are in place at this point in time for a second business.

As part of the original approval in 2010, a condition was added that required the removal of the low wall adjacent to Alma School Road due to the wall being located in the right-of-way. The wall was constructed illegally and was done by a previous owner. Additionally, a condition was added to pave the parking areas. Following Use Permit approval, the applicant decided to pave the parking areas first, and due to this, was not financially able to remove the wall. The applicant is aware of the issue and will have the wall removed within the next six months.

The RCP was established in 1989 to allow single-family homes the opportunity to convert into small commercial businesses within a residential zoning district through the approval of a Use Permit. Such homes must have direct frontage or access to an arterial street, and propose a business compatible with the existing neighborhood. Within this policy, criteria were established to accommodate the conversion of homes into professional offices or like businesses. Such criteria includes the requirement of an improved parking lot, preservation of front yard landscaping for the aesthetic streetscape setting of the home, and buffering from adjacent residences. The request meets the requirements of the RCP.

Staff supports the request, citing that the use is consistent with the RCP, is a good reuse of an existing vacant property with previous commercial uses, and has demonstrated compatibility with the surrounding residential uses.

#### **PUBLIC/NEIGHBORHOOD NOTIFICATION**

This request was noticed in accordance with the requirements of the Chandler Zoning Code.

- A neighborhood meeting was held on Friday, March 9, 2012. No neighbors were in attendance.

At the time of this writing, Staff has received no telephone calls or letters opposed to this application.

**PLANNING COMMISSION VOTE REPORT**

Motion to Approve:

In Favor: 5      Opposed: 0      Absent: 2 (Baron, Donaldson)

**RECOMMENDED ACTION**

Planning Commission and Staff, upon finding consistency with the General Plan and Residential Conversion Policy, recommend approval of ZUP11-0031 STEPPING STONES PEDIATRIC THERAPY, subject to the following conditions:

1. Any expansion or modification beyond the approved Site Plan shall void the Use Permit and require a new Use Permit application.
2. The screen wall that is located in the right-of-way shall be completely removed within six months of Council approval.
3. The Use Permit shall be effective for a period of three (3) years from the date of Council approval. Operation of the business beyond that date shall require re-application and approval of a new Use Permit.
4. The site shall be maintained in a clean and orderly manner.
5. Use Permit approval does not constitute Final Development Plan approval; compliance with the details required by all applicable codes and conditions of the City of Chandler and this Use Permit shall apply.

**PROPOSED MOTION**

Move to approve ZUP11-0031 STEPPING STONES PEDIATRIC THERAPY, Use Permit to operate a commercial business in a residential home, subject to the conditions recommended by Planning Commission and Staff.

**Attachments**

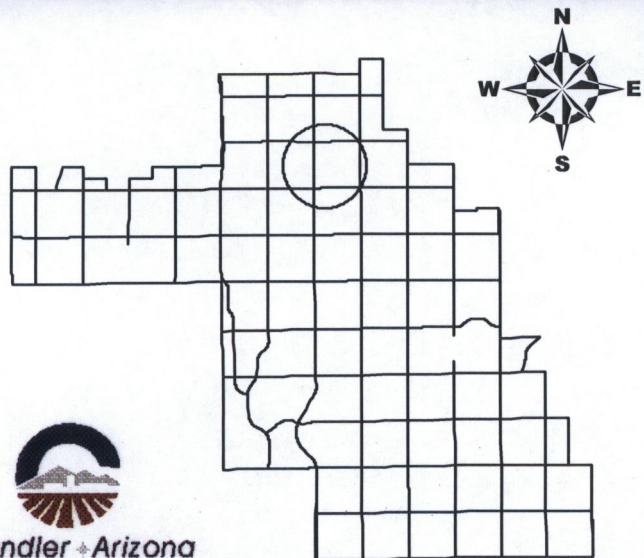
1. Vicinity Maps
2. Site Plan
3. Floor Plan
4. Applicant Narrative







## Vicinity Map



ZUP11-0031

Stepping Stones Pediatric Therapy



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VICINITY MAP  
NOT TO SCALE

LEGAL DESCRIPTION

CHANDLER MOBILE MANOR, BOOK 130 OF  
MAPS, PAGE 22, MARICOPA COUNTY  
RECORDER.

LOT 38  
PARCEL # 302-42-043

PARKING REQUIRED:  
1581 SF / 200 = 7.9 SPACES  
PARKING PROVIDED:  
8 SPACES / 1 HC.

LOT AREA  
EXISTING UNDER ROOF  
EXISTING LOT COVERAGE  
• 6502 SF.  
• 1741 SF.  
• 26.81%

PROPERTY OWNER & ADDRESS:  
Lindsey Cavner  
(Lot 38)  
1505 N. Alma School Road  
Chandler, AZ 85224

SHEET INDEX

- A1 SITE PLAN
- A2 BUILDING FLOOR PLAN
- A2 SITE PHOTOS

SHEET NO.

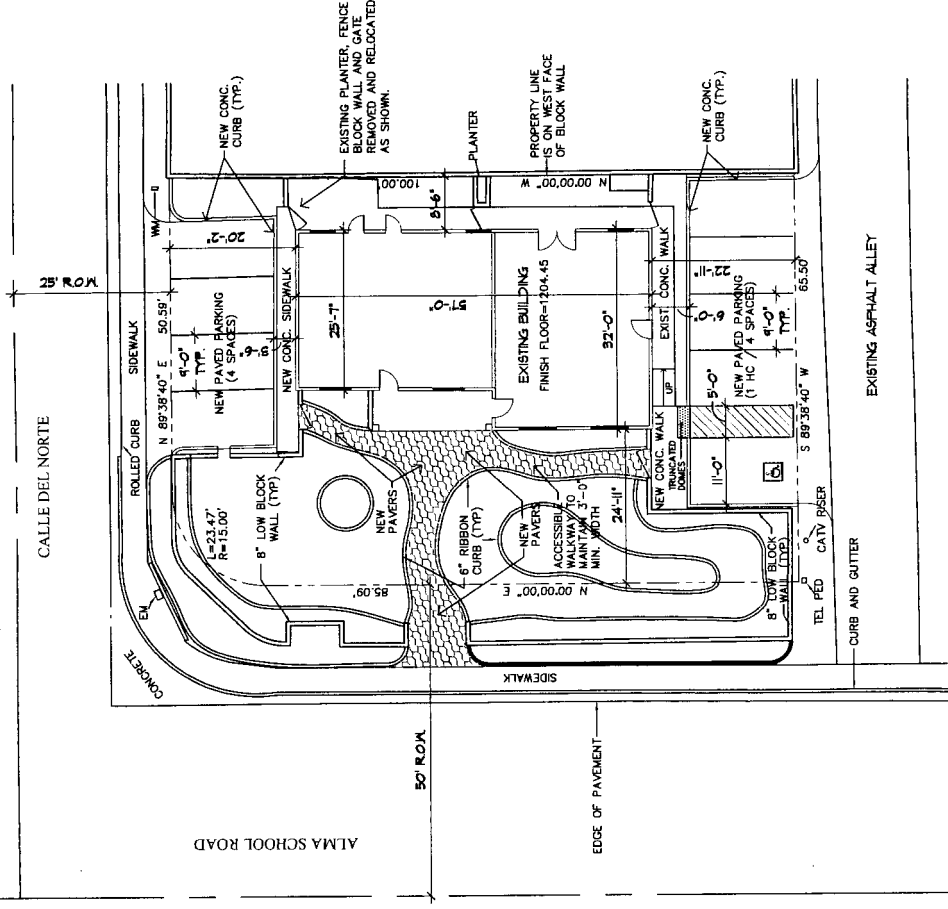
STEPPING STONES PEDIATRIC THERAPY  
1505 N. ALMA SCHOOL RD  
ZUP10-0035  
PLANNING  
REV: #1



NORTH

SCALE: 1" = 20' - 0"

PROPOSED SITE PLAN



SITE PLAN

SITE PLAN

DATE	REVISIONS
-	-
-	-
-	-

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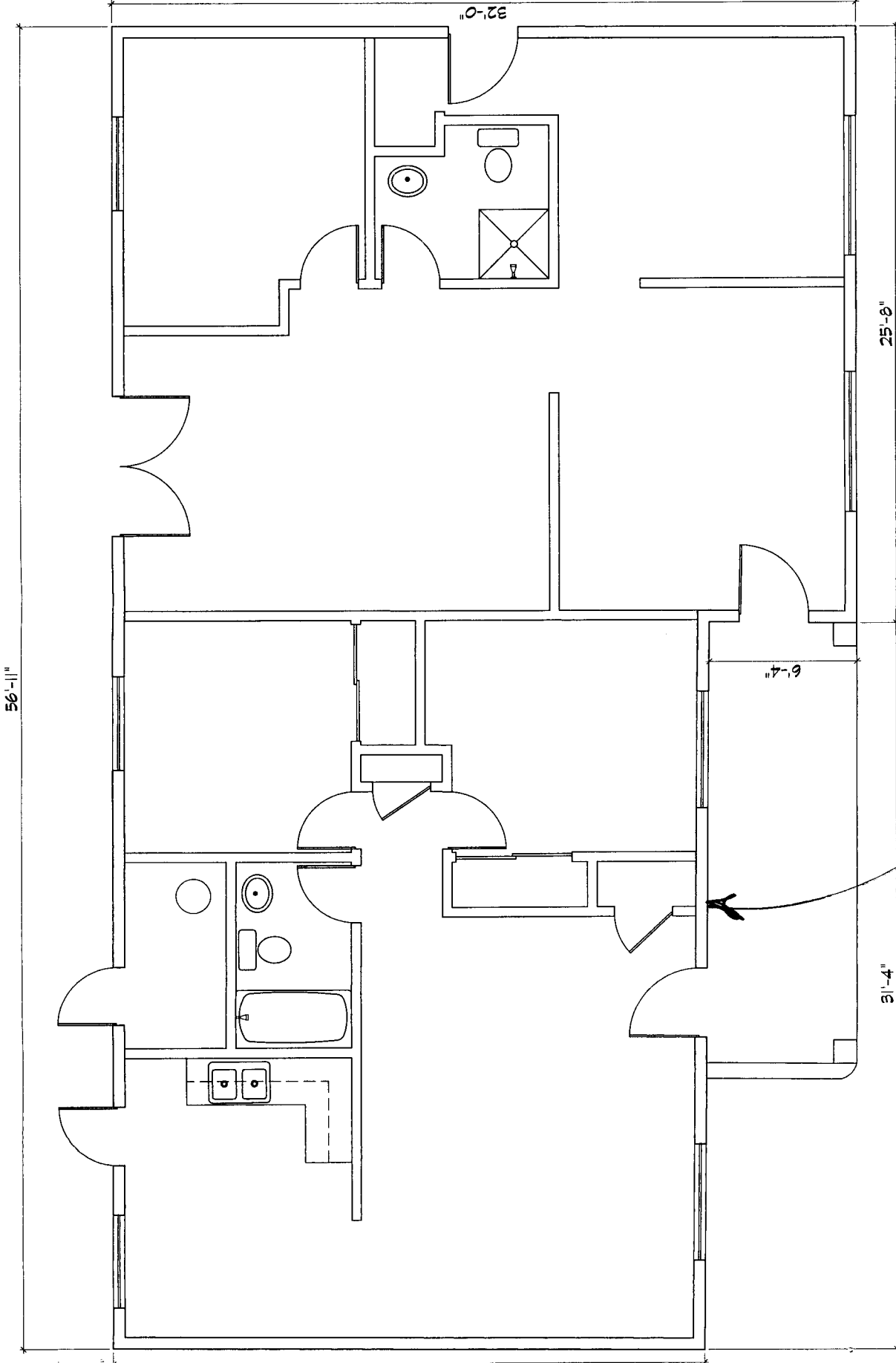
# BUILDING FLOOR PLAN 1505 N. ALMA SCHOOL ROAD

DRAWN BY: J. C. S.  
 DATE: JULY 26, 2016  
 SCALE: 1/4" = 1'-0"  
 (U. N. O.)

SHEET NO.

A2

2 OF 3



## BUILDING FLOOR PLAN

SUBJECT SUITE



1505 N Alma School  
Road  
Chandler, AZ 85224  
Office: 480.626.4142  
Fax: 480.626.7370

Re: Cavner Business Narrative for first year of granted Use Permit ZUP 10-0035  
Property Address: 1505 N Alma School Road, Chandler AZ 85225

Date: September 28, 2011

Dear Erik Swanson-

Thank you for this opportunity to apply for a Use Permit Extension for the property of 1505 N Alma School Road, Chandler, AZ 85225. Our current use permit is ZUP 10-0035. We have been using one suite of this property for the small business operations of our current pediatric therapy business - Stepping Stones Pediatric Therapy, LLC (SSPT) and the other suite for storage use of SSPT. As you are aware, our business provides home-based physical, speech and occupational therapy services to children with various disabilities between the ages of 0-18 years of age and their families. We have used the property to house our administrative business operations and this has worked out very well. Currently, our business is open between the hours of 7:30am - 5 pm, Monday, Weds and Friday and 7:30am- 4 pm Tuesday and Thursday. We continue to have one full time employee - our Office Manager - who works 40 hours a week (MWF 7:30am-4pm), one part time employee - our Referral Coordinator- who works 27-30 hours a week (M-F 8-2pm), and the lead therapist who works from the office on occasion, typically only 2-3 hours out of the week. At times, we have an occasional person coming to the location to interview for a therapy position with our company or a current therapist will drop off paperwork. Traffic has been very low and will continue to be. It is similar to if this was a home office use. There have only been 3 cars parked in the northern parking area at any given time.

We intend for the second suite to either remain as a residential dwelling, or rent it out as a second office suite to a small business for administrative use only (such as a law firm or insurance company). As stated above, it is currently used to store overflow office supplies and equipment of SSPT.

We have completed the expected and required paving of the parking areas on both the north and south sides of the property and completed the required city inspection following the project.

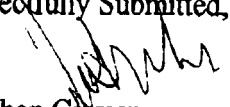
Landscaping pavers have been added, therefore completing the front landscaping.

We are, at current, holding off on constructing any monument signage, as funding is tight and it hasn't seemed to be a necessity for anyone to find us at our location. If we do construct a sign, it will adhere to the specifications given - 3x5 in size and 10 feet set back from the property line.

We continue in our excitement to work with the City of Chandler Planning Division to make positive improvements to this site that will not interfere with the surrounding neighborhood.

Thank you for the time to express our first use permit year of operations and submit an application for a use permit extension. Please feel free to contact me, Jonathan Cavner (480.206. 5101) or my wife and co-owner of the company Lindsay Cavner (480.206. 3605) at any time with any further questions or concerns.

Respectfully Submitted,

  
Jonathan Cavner,  
Owner, Stepping Stones Pediatric Therapy, LLC.  
Owner 1505 N. Alma School Road, Chandler, AZ 85224